

Finance & Administration Committee Meeting

Council Chambers
Pembroke, Ontario
May 3, 2022
8:40 p.m.

1. Call to Order

Present:

Councillor Plummer, Chair
Mayor LeMay
Deputy Mayor Gervais
Councillor Abdallah
Councillor Jacyno
Councillor Reavie

Regrets:

Councillor Lafreniere

Also, Present:

Terry Lapierre, Chief Administrative Officer
Chief Scott Selle, Pembroke Fire Department
Brian Lewis, Director of Operations
Angela Lochtie, Treasurer/Deputy Clerk
Heidi Martin, Clerk

Councillor Plummer called the meeting to order at 8:40 p.m.

2. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest.

3. Approval/Amendment of Meeting Agenda

Motion:

Moved by Deputy Mayor Gervais

Seconded by Councillor Reavie

That the agenda of the Finance & Administration Committee meeting of May 3, 2022, be approved as circulated.

Carried

4. Approval of Minutes

a. Finance and Administration Committee Meeting – April 5, 2022

Motion:

Moved by Councillor Jacyno

Seconded by Councillor Reavie

That the minutes of the April 5, 2022, Finance and Administration Committee meeting be approved as circulated.

Carried

5. New Business

a. PFD November Monthly Report

Chief Selle reviewed the information report. He indicated that this week is Emergency Preparedness Week and encouraged residents to take three steps to become better prepared: know the risks, make a plan, get an emergency kit.

b. Supply & Delivery of Three (3) Current Year Pick-Up Trucks

Mr. Lewis presented the report.

Motion:

Moved by Deputy Mayor Gervais

Seconded by Councillor Abdallah

That the Finance & Administration Committee approve the award of the supply and delivery of three (3) current year pick-up trucks to Roy's Chevrolet Buick GMC Inc. in the amount of \$147,000 plus HST with the addition of standard safety equipment to each of the vehicles in the amount of \$4,530. The total value of the recommendations equal \$151,530.00 plus HST. And that the budget shortfall be funded from the COVID funding contingency/reserve.

Carried

c. Twinning of Townline Lift Station – Tender No. 2202-19072-01

Mr. Lewis presented the report. A discussion was held, and the following points were raised:

- Increase is due to COVID and its resulting supply chain issues
- This project needs to happen and the City needs to proceed as if the force main fails, the raw sewage from approximately 1,200 homes will run into the Muskrat River
- Intent is to have the project start in 6-8 weeks, run through until January/February 2023, with final restoration in the spring of 2023

Motion:

Moved by Councillor Abdallah

Seconded by Councillor Reavie

That the Finance & Administration Committee approve the award of Tender No. 2022-19072-01 for the Twinning of Townline Lift Station Forcemain to Bonnechere Excavating Inc. for an estimated contract value of \$7,522,747.69 excluding HST, and additional expenditures in the amount of \$376,137.38 for a contingency allowance. The total value of the recommendations equal \$7,898,885.07 plus applicable HST.

Carried

d. Townline Road Forcemain Twinning - Debenture

Ms. Lochtie presented the report.

Motion:

Moved by Councillor Abdallah

Seconded by Councillor Jacyno

That the Finance & Administration Committee approve the following:

- Staff to proceed with a revision to the debenture process with Infrastructure Ontario to finance the Townline Forcemain Project for a 15-year term (amortizer loan, semi-annual payments) based on a revised loan requirement of \$7,900,000, and
- Staff to transfer \$500,000 of sewer funding from the postponed Nelson Street Phase 2 Project to the Townline Forcemain Twinning project; and
- Staff to transfer \$338,900 from the wastewater development charge fund to the Townline Forcemain Twinning project.

Carried

- e. Monthly Accounts (December)
Ms. Lochtie reviewed the December 2022 monthly accounts for information purposes.

6. Adjournment

Motion:

Moved by Deputy Mayor Gervais

Seconded by Councillor Reavie

That the Finance & Administration Committee meeting of May 3, 2022, adjourn at 9:10 p.m.

Carried